



Screen: Dispose

TOOSTYN OCHUR

FIG. 3 * Provide justification for disposal. The justification provided applies to all assets Hazardous Materials? Reset Fields Asset Management > Assets > Dispose > Donation XXXXXXXX Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT) Charged Dept <<Cancel XXXXXXXXX **Dept Using** Standard Page Banner Screen: Donation XXXXXXX identified in the listing above. Serial # Owner *Required Fields Submit Machine Type XXXXXXX-XXX - Serial # Work with asse Me as Owne Assets for w Respond to As: My employe Capital Requests and Assets on S <- Web-Enabled App Search Assets Me as Delec Verify assets ir Me as Origi People for Wh My Delegates My Assets Add asset(s) My assets Advanced Asset Management Home/News Home/News Delegation RequestsReporting Reporting e-AMT • Profile • Help • Help

	Stand	Standard Page Banner	Sanner			- 되
Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT)	enabled Applications	s >e-Asset M	lanagement To	ool (e-AMT)		⊣ ⊣
<- Web-Enabled App e-AMT Capital Requests and	Asset Management > Assets > Dispose > Export to *Required Fields	ent > Asse	ts > Dispose	> Export to		
Home/News Requests Reporting Profile Help	Machine Type - Serial # xxxx-xxxxxxx	Owner Serial # xxxxxxxx	Dept Using xxxxxxxxxx	Dept Charged xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	*Hazardous Materials?	
Asset Management Home/News	* Export To Country					
My Assets Assets for w Assets on S Advanced Advanced	ICA# Amount Billed Case #					
Work with asse Work with asse Me as Owne Me as Deleg	_	tion for dispos sting above.	al. The justifica	tion provided a	* Provide justification for disposal. The justification provided applies to all assets identified in the listing above.	
Verity assets in My assets My assets My assets My employe Add asset(s) to Delegation My Delegates People for Who	Submit]t	< <cancel< td=""><td>Re</td><td>Reset Fields</td><td></td></cancel<>	Re	Reset Fields	
Reporting Help						

Screen: Export to

	Stand	Standard Page Banner	Sanner			坦
inance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT)	enabled Applications	s >e-Asset N	lanagement To	ool (e-AMT)		1 1
< Web-Fnabled And						
D. DMT	Asset Management > Assets > Dispose > Loss	ent > Asse	ts > Dispose	> Loss		
Capital Requests and	*Required Fields	sple	•			
Home/News					•	
• Requests	Machine Type	Owner	Dept Using	Dept		
• Keporting	- Serial #	Serial #		Charged		
	XXXXXXXX-XXXX	XXXXXXXX	XXXXXXXXX	XXXXXXXXX		
Asset Management						
Home/News			į			
Search Assets	* Was the appropriate security team	riate security	team	>		
My Assets	notified of the loss?	s?				
Assets for w						
Assets on S		# to 000				
Advanced	שפכתווול וווכותפווו עפלחוו	וו עפלסוו #				
 Respond to As: 						
Work with asse		:	i i	:	:	
Me as Owne	* Provide justification for disposal. The justification provided applies to all	ion tor dispos	sal. The justifica	tion provided a	pplies to all	
Me as Deleg	assets identified in the listing above.	ո the listing al	bove.			
Me as Origin						
Verify assets in						
My assets						
My employe						
\mathbf{s}						
Delegation	and	≡	< Cancel	Y Y	Reset Fields	
My Delegates						
People for Who-	nrama -					

Screen: Loss

• Reporting • Help

ADDODAZO OKPUD

	Stand	Standard Page Banner	anner			<u></u>
Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT)	enabled Applications	s >e-Asset M	anagement To	ool (e-AMT)		'
	Asset Management > Assets > Dispose > Return to WIP	ent > Asse	ts > Dispose	> Return to	WIP	
Capital Requests and • Home/News • Requests • Reporting	Machine Type	Owner Serial #	Dept Using	Dept Charged	Hazardous ► Materials?	
Profile Help	XXXXXXX-XXXX	XXXXXXX	XXXXXXXXX	XXXXXXXX	>> 000	
Asset Management Home/News					ON ON	
Search Assets My Assets Assets for w Assets on S Advanced Advanced Advanced	* WIP Project # * WIP SubProject # * WIP Account #			If you need assistance these fields, please col local accounting office.	If you need assistance regarding these fields, please contact your local accounting office.	
Work with asse Me as Owne Me as Delect Me as Origin Verify assets in	* Provide justification for disp identified in the listing above.	ion for dispos ting above.	al. The justifica	ition provided a	* Provide justification for disposal. The justification provided applies to all assets identified in the listing above.	
My assets My employe Add asset(s) to Delegation	Submit	įį	< <cancel< td=""><td>R</td><td>Reset Fields</td><td></td></cancel<>	R	Reset Fields	
My Delegates People for Who Reporting Help						
	S	Screen: Return to WIP	rn to WIP			

Screen: Sale to Employee

. .

nner FIG. 7

					· · - · - · - ·				
		ae/olan	o o o o o o o o o o o o o o o o o o o	4	Hazardous Materials?	NO V	ON	* Provide justification for disposal. The justification provided applies to all assets identified in the listing above. Submit <- <<<<<<<<<< color: blue; Submit <-><<<<<<<<a href<="" td=""><td></td>	
	ol (e-AMT)	> Sala to Er			Dept Charged	XXXXXXXX		ion provided ap	
anner	anagement To	e > Dienoee	peodein v e		Dept Using	XXXXXXXXX		al. The justificat	
Standard Page Banner	Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT)	tosat > Accat	elds		Owner Serial #	XXXXXXXX		tion for dispossing above.	
Stand		Asset Management > Assets > Dispose > Sale to Employee	*Required Fields	- :	Machine Type - Serial #	XXXXXXXX-XXXX		* Provide justification for disp identified in the listing above.	
	Finance Portal>Web-e	<- Web-Enabled App	e-AMT	• Home/News	Requests Reporting	• Profile	d Heib	Asset Management Home/News Search Assets My Assets Assets for was Assets on Sasets on	• Help

Screen: Sale to 3rd Party

FIG. 8 * Provide justification for disposal. The justification provided applies to all assets Hazardous **Materials?** 99 **Reset Fields** Asset Management > Assets > Dispose > Sale to 3rd Party XXXXXXXX Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT) Charged Dept <<Cancel XXXXXXXXX Dept Using Standard Page Banner XXXXXXX identified in the listing above. Serial # Owner *Required Fields Submit Machine Type XXXXXXXX - Serial # Assets for w Work with asse Me as Owne My employe Capital Requests and Assets on S Respond to Ast Me as Delec Verify assets ir -- Web-Enabled App. Search Assets Me as Origi People for Wh My Delegates My Assets My assets Add asset(s) Advanced Asset Management Home/News Home/News Delegation RequestsReporting e-AMT Reporting • Profile • Help • Help

Screen: Scrap

FIG. 9 * Provide justification for disposal. The justification provided applies to all assets *Condition **Reset Fields** Hazardous Materials? 22 2 advertised for 30 days prior to disposal. Have these assets Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT) Asset Management > Assets > Dispose > Scrap *All assets identified with Condition "3" must have been xxxxxxxxx xxxxxxxxx Charged <<Cancel Dept Using | Dept Standard Page Banner been advertised for 30 days? dentified in the listing above. xxxxxx Serial # Owner *Required Fields Submit Machine Type XXXXXXXX - Serial # Me as Owne Assets for w Assets on Si My employe Capital Requests and Respond to Ass Me as Deleg <- Web-Enabled App Search Assets Work with asse Verify assets ir Me as Origi My Delegates People for Wh Add asset(s) My Assets My assets Advanced Asset Management Home/News Home/News Delegation Reporting Requests Reporting e-AMT Profile Help Heb

Screen: Trade In

FIG. 10 * Provide justification for disposal. The justification provided applies to all assets if you need assistance regarding these fields, please contact your Hazardous Materials? 222 **Reset Fields** local accounting office. Asset Management > Assets > Dispose > Trade In XXXXXXXX Finance Portal>Web-enabled Applications >e-Asset Management Tool (e-AMT) Charged Dept <<Cancel XXXXXXXXX **Dept Using** Standard Page Banner XXXXXXX identified in the listing above. Serial # Owner *Required Fields * WIP SubProject # Submit * WIP Account # * WIP Project # Machine Type XXXXXXX-XXX - Serial # Assets for w Me as Owne Respond to As: Work with asse My employe <- Web-Enabled App Capital Requests and Assets on Si Search Assets Verify assets ir Me as Delec Me as Origi People for Wh My Delegates My Assets Add asset(s) Advanced My assets Asset Management Home/News Home/News Delegation e-AMT Requests Reporting Reporting • Profile • Help • Help

FIG. 11

